

**UNAPPROVED MINUTES
CITY OF MILPITAS
SISTER CITIES COMMISSION**

Minutes: Regular Meeting of Sister Cities Commission (SCC)
Date of Meeting: Thursday, August 28, 2003
Place of Meeting: Milpitas City Hall, 455 E. Calaveras Blvd., Committee Conference Room

I. Roll Chair Garcia called the meeting to order at 7:05 p.m.

Commissioners/Alternates Present: Chahal, Downey, Garcia, Grilli, Iringan, Lind
Commissioners/Alternates Absent: Arthur, Swiger
City Council Liaison Present: Bob Livengood
MUSD Liaison Present: Mike Mendizabal

II. Alternates Alternate Downey was seated.

III. Pledge Chair Garcia led the Commission in the Pledge of Allegiance.

IV. Minutes **MOTION** to approve the Minutes of July 24, 2003

M/S: Iringan/Chahal Ayes: All

V. Agenda Staff noted two corrections: Item 1, typo; Item 3, proper spelling of 'Rafaael'.

MOTION to approve the August 28, 2003 agenda with corrections.

M/S: Iringan/Downey Ayes: All

VI. Announcements/Correspondence

Staff announced that terms for commissioner Iringan and Chahal will expire in September and they have indicated their desire to remain on the commission. The city clerk will place their reassignment on the September 16th City Council agenda. They may attend this meeting to receive their certificate of reappointment.

Staff received a sister city inquiry from Urdaneta City in the Philippines which is in the same province as Dagupan City. Staff is informed that a Urdaneta City representative will submit a sister city interest form before the September Commission meeting.

Chair Garcia noted that Tsukuba recently sent produced videos tapes and commissioners are free to take these home or may obtain videos from staff.

VII. Citizen's Forum

No comments.

VIII. New Business

1. COMMISSION BY-LAWS REVIEW AND APPROVAL

The Commission last reviewed and adopted its by-laws on June 27, 2002. The City Clerk's Office reviewed all commission by-laws for presentation to Milpitas City Council, which were adopted at the August 19, 2003 meeting. The commission reviewed and approved the adopted by-laws.

MOTION to approve the adopted by-laws.

Chahal/Iringan

Ayes: All

VIII. Old Business

2. RECOMMENDATION OF SISTER CITIES RELATIONSHIP: HUIZHOU CITY, CHINA

At their July meeting, the Commission approved a recommendation to the City Council that Milpitas should enter into a two-year sister city relationship with Huizhou. Direction to staff was to facilitate a draft memorandum of understanding (MOU) text for review. This text was under development with Huizhou staff and was not complete prior to agenda mailing for the August meeting. Staff distributed a proposed draft MOU.

Mr. Francis Chien, Silicon Valley Chinese American Computer Association (SVCACA), provided an overview of the six-person delegation representing the Huizhou-Milpitas Sister City Committee and SVCACA that visited Huizhou August 2 – 9. This was the first time he had visited Huizhou City and noted that it is beautiful and spread out over a large area. The city actually has half a million residents, whereas the entire area has 3.2 million. Their organization was invited to stay in the area near a lake on an island and included a visit with Huizhou's Acting Mayor Huang Yebin. Huizhou's previous mayor was promoted to another level and they now have an acting mayor who also supports the sister city relationship. In the Chinese system the mayor is not the highest level, the previous mayor was promoted to that higher level – this does not affect the sister city relationship. Mr. Chien discussed the MOU with Acting Mayor Yebin who requested detailed information about Milpitas, such as the geography, demographics, and industries.

Staff recommended that any further information on Milpitas could be as enclosures with the draft letter included in commissioners' agenda packets.

Mr. Mendizabel noted that it would be helpful to include information about the school district. He will provide this to staff.

In addition, Gunawan Alisantosa suggested sending Mayor Esteves' state of the union address.

Mr. Chien stated that Huizhou would particularly appreciate a video since most of Huizhou's officials do not speak or read English.

Garcia suggested the video that was made for Nations in Bloom. Staff will follow-up to obtain the video.

Chahal: Asked who promoted the previous mayor.

Chien: Mayors in China are nominated, not elected, then the government selects whom to appoint.

Staff will follow-up with the information requests for mailing to Huizhou City contact Diana Gui by the end of next week. Consensus was to keep this item on the agenda.

3. DAGUPAN RELATIONSHIP: SCC POINT OF CONTACT & ADDITIONAL INFORMATION

Commissioner Iringan is the commission's main contact with the Dagupan City Association of Northern California (DCANC). Included in the agenda packet is a draft letter to Dagupan City Administrator Rafael Baraan. Staff was available to complete minor draft changes for signature after the meeting.

Iringan: Noted some corrections on name spelling on the draft letter. He stated that Dagupan is preparing for a huge celebration beginning on December 19 and ending on December 30. Elected, appointed, and government officials are invited. He is working on airfare with a current quote of \$640. Accommodations and transportation will be provided. There is a sign up sheet and they would like to know who is attending.

Councilmember Livengood: Interested in the celebration, but will be out of town during the holidays.

Chair Garcia: Also unable to attend due to family and work commitments.

Iringan: Noted that the deadline to sign up for the trip would be October 31. A dinner reception for Milpitas delegates will occur on December 21, and there will be a guided tour the following day.

Garcia: Asked if a gift is expected.

Iringan: Responded that the commission is requested to provide a gift.

Staff will research and report back in September. The Commission has a \$500 budget this fiscal year.

Livengood: Suggested that the commission come back at the next meeting with different options and in the meantime do research on gifts that would be appropriate. This is very important for the first visit.

Romy Manual: Would like to clarify that the invitation to Dagupan includes spouses or a significant other. He also noted that Mayor Esteves will arrive in Dagupan on December 18.

Evelyn Ramirez: Noted that guests may stay for only two or three days if unable to stay through the holidays.

Consensus was to keep this item on the agenda for updates about this cultural exchange.

4. STATUS REPORT: ONE-YEAR EXTENSION, MILPITAS/TSUKUBA MOU, AUG. 2003 – AUG. 2004

Chair Garcia reported that she has corresponded with Tsukuba. A small, informal delegation from Tsukuba will visit Milpitas Sept. 30 through Oct. 2. They are requesting to meet with the commission during their stopover. They had not signed the MOU yet as they want to add a trip in July 2004 when the Mayor will visit. Garcia let them know that additional trips may be arranged and would not affect the terms of the updated MOU. Tsukuba delegates stated they would bring the signed MOU. Chair Garcia requested that arrangements be made to conduct a special meeting of the commission on October 1.

Staff stated that a special meeting can be called, however, there needs to be a quorum. The Human Resources conference room is available on that date.

Councilmember Livengood: Asked who is in the delegation.

Garcia reported that five people would be visiting. Two are commission members and the other three are staff members. The chair of their commission will be attending.

Staff announced that Mayor Esteves is available to hold a brief meeting with the delegation at 6:00 p.m. on October 1, followed by a tour of City Hall, then the meeting in the Human Resources Conference Room at 7:00 p.m.

Livengood: Asked about translation issues.

Garcia: Noted that two of the attendees speak English, and Vice Chair Arthur will be available to translate.

Staff requested follow-up from the commission to select upcoming commission meetings in 2003 and 2004 to begin planning the cultural exchanges.

IX. CITY COUNCIL LIAISON REPORT

No report.

X. Future Agenda Items

1. Milpitas/Tsukuba cultural exchanges (September)
2. Recommended Sister Cities Relationship: Huizhou, China (September)
3. Dagupan Relationship: SCC Point of Contact & Additional Info (September)
4. Application for Sister Cities Relationship: Tianjin, China (TBA)
5. General calendar/procedures checklist for preparing cultural exchanges (TBA)
6. Discussion with Sister City Association representative (TBA)

XII. Adjournment

No further business was discussed with the meeting adjourned at 8:15 p.m. until the next regularly scheduled meeting, Thursday, September 25, 2003.

M/S Chahal/Lind Ayes: All

Respectfully Submitted,

Holly Cuciz
Recording Secretary

Leslie Stobbe
Staff Liaison